



We have an opening for a part -time: **Baker**

Please read the attached job description in its entirety. If you are interested in this position, please complete an application and return it to the Customer Service Desk or mail it to the address below. If you are an in-house staff member, please submit a letter of interest, which should include any relevant experience or skills that are applicable to the position you are applying for, to the Human Resource Department.

Schedule:

	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
23 hours	5:30 a.m.- 1:30 p.m.	OFF	OFF	OFF	OFF	6:00 a.m.- 1:00 p.m.	5:30 a.m.- 1:30 p.m.

Note: There may be times when additional hours or schedule changes are necessary.

Department meetings are announced when scheduled, and dates and times may vary. Department meeting attendance is mandatory.

Wage:

- Starts at \$15.00 per hour.
- Increases to \$15.30 per hour after six months.
- After six-month increase the following increases occur:

Total number of hours worked

Start	Six-Month	2080	4160	6240	8320	10400	12480	14560
\$15.00	\$15.30	\$15.61	\$16.07	\$16.56	\$17.05	\$17.56	\$18.09	\$18.63

2080 hours worked is equal to one year if you work full time (40 hours per week). Increases after 2080 hours worked occur every 2080 hours worked up to 14560 hours.

Benefits:

For all regular status employees:

- 20% discount on store purchases.
- Employee Assistance Program
- Paid vacation time, Extended Illness Leave and Bereavement Leave
- 401(k) Retirement Plan
- Holiday Pay

For employees working 20 – 30 hours per week:

All of the benefits above, plus:

- Life Insurance
- Short Term Disability Insurance

For full-time employees working 30 - 40 hours per week:

All of the benefits above, plus:

- Health Insurance
- Dental & Vision Insurance
- Flexible Benefits
- Long Term Disability Insurance
- Long Term Care Insurance (35+ hours per week)

Application Deadline: Open Until Filled

Questions: Call Human Resources at 541-3663 ext. 207

Date Position Posted: July 5, 2021



Deli Baker

Carries out daily baking operations and food preparation working from established recipes including special diet menu items. Provides prompt and friendly service to accomplish department goals.

Department: Deli

Reports to: Deli Operations Manager

Duties & Responsibilities

The essential duties and responsibilities of this position include, but are not limited to, the following:

General:

- Prepare baked deli items following prescribed specifications.
- Follow the correct use of established portion control rules.
- Recommend new recipes to Deli Operations Manager.
- Follow production list and prepare high priority items.
- Answer bakery phone calls and take special orders for bakery items.
- Prepare catering orders as needed.
- Offer tastes, samples, suggestions for purchase and ways to prepare products.
- Report customer suggestions, comments, and complaints to Deli Production Manager or Deli Operations Manager.
- Greet and assist customers in a prompt, friendly, courteous manner.
- Check-in bakery orders from vendors to ensure order is accurate.
- General knowledge of preparing, storing and packaging wheat-free and vegan products. Maintaining product standards with special diet products, in addition to all baked items.
- Ability to package all bakery items correctly, and ability to show packagers proper packaging of bakery items.

Cleaning and Department Maintenance:

- Pull old or low-quality items, record and promptly dispose of them following established procedures.
- Maintain kitchen in sanitary & orderly conditions, following guidelines set by Deli Operations Manager and rules of the MCCCHD.
- Ensure freshness of deli items by rotating and date labeling.
- Advise Deli Management of equipment repair and replacement needs.
- Participate in periodic inventory counts.
- Follow safe working practices.
- Monitor food temperatures as required and take corrective action when needed to ensure food safety.
- Dish and pot washing as needed.

Other Responsibilities:

- Attend and participate in department and storewide staff meetings.
- Perform other tasks assigned by Deli Production Manager or Deli Operations Manager.

Qualification Standards

Education/ Training:	High School education or GED preferred, but not required.
Experience:	Experience baking for a deli, restaurant, or catering business preferred.
Knowledge/Skills:	Working knowledge of and interest in natural, organic, vegetarian and other specialty cuisines. Ability to operate professional kitchen equipment.
Attendance:	Regular, predictable attendance.
Other:	Adhere to established work and safety procedures. Demonstrated ability to follow through on commitments. Maintains accurate records. Ability to work closely with others. Must be 18 years of age or older.

Position Requirements

Essential Functions/Tasks:	Requirements:
Physical:	
Vision	Ability to read product labels and to distinguish color for quality control.
Hearing	Hearing required to converse with customers and co-workers.
Gripping	Pick up boxes, cans, other products, tools and equipment.
Lifting	Up 25 pounds frequently and up to 50 pounds on occasion.
Stooping	Stoop and maneuver to pick up boxes from shelving and carts.
Squatting	Squat and maneuver to pick up boxes from shelving and carts.
Push/Pull	Shopping/utility carts weighing up to 50 pounds from 10 feet to 100 feet.
Kneeling	Occasional kneeling.
Climbing	Occasional climbing.
Bending	Occasional bending.
Reaching	Reach overhead, front, side and back.
Equipment Operation	Ability to safely operate professional kitchen equipment.
Carry Objects	Ability to carry objects weighing up to 50 pounds.
Sitting	Not Applicable.
Walking	Short distances to bring items from miscellaneous areas.
Standing	Prolonged standing.
Climate	Ability to work in a cold environment (cooler/freezer) and to handle cold food products on a regular basis.
Mental & Psychological Demands:	
Comprehension	Understands and retains directions.
Reading/Writing	Basic reading/writing level.
Speaking	Communicate effectively with co-workers and customers.
Decision Making	Use basic problem-solving techniques.
Attention to Task/Detail:	
Critical Thinking Skills	Organize tasks and set priorities.
Multi-Tasking	Perform and /or direct multiple tasks simultaneously.
Interaction with Others:	
Customer Service	Ability to interact with the public in a positive and friendly manner.
Co-workers	Work cooperatively with co-workers.
General	Maintain composure under all circumstances.
Communication	Ability to give clear instructions. Excellent communication skills. Ability to work in shared spaces with coworkers.